

TRAVEL & REIMBURSEMENT POLICIES

Federal Training Programs

Nevada Test Site & radiological training:

You will receive per diem for your two travel days. The rest of the time there your meals are taken care of. You will have to reserve your own air line travel and you will be reimbursed the last day of the class. Your hotel and transportation is taken care of. The only thing you will pay up front is your airfare.

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Socorro New Mexico IRTB & PRSBI:

Airfare is arranged and paid for by ODP. You will need to call and make travel arrangements immediately after being accepted to class. They overbook and if you don't make arrangements immediately your position may disappear. You must have a credit card to pay for the rental vehicle for which you will be reimbursed – If you don't have a credit card you will need to make other arrangements. You will need to book a motel if the class Hotel is booked. The class Hotel is direct bill. For all other hotels you will need to pay for and then be reimbursed. You will be reimbursed for all meals not provided based on a 24-hour period.

Cobra – At Aniston, Alabama:

Airfare and travel to and from Aniston are paid for in advance. Transportation to and from the airport is provided. Meals for the week are provided and meals for travel are reimbursed.

Dugway Proving Grounds (ACBIRC):

Airfare is provided by ODP; Transportation to and from the Hotel & Dugway is provided and will not be reimbursed. \$52.50 will be provided at the end of the class to cover to and from meals. Transportation to and from your local airport, rental cars, and airport parking garage fees are NOT reimbursable expenses. Meals and lodging during the class are provided.